

BANK OF ANYTOWN REPORT SUMMARY FORMAT**OVERVIEW**

The following is a sample examination report completed using the Instructions for Summary Report of Examination.

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ANYTOWN **ANYTOWN BANK**
ANY COUNTY **ANYSTATE**

Region: Any

Examiner in Charge:

Examination Date:

Certificate Number: 00000-0

Kristen I. Apple

February 12, 19XX

SCOPE OF EXAMINATION

A review of compliance with applicable consumer protection and fair lending laws and regulations was conducted at Anytown Bank, Anytown, Any State, beginning February 12, 19XX. The review included an evaluation of the financial institution's Community Reinvestment Act (CRA) performance.

CONSUMER COMPLIANCE RATING

A Consumer Compliance Rating of "1" is assigned. An institution in this category is in a strong compliance position. Refer to supporting information below.

COMMUNITY REINVESTMENT ACT RATING

A CRA rating of "Satisfactory" is assigned. An institution in this group has a satisfactory record of helping to meet the credit needs of its entire assessment area, including low- and moderate-income neighborhoods, in a manner consistent with its resources and capabilities. Refer to supporting information below and in the public CRA Performance Evaluation.

SUMMARY OF VIOLATIONS

A copy of the Summary of Violations pages was provided to, and acknowledged by, President William Jones on March 26, 19XX. No violations of a substantive nature were identified during the examination. These violations neither individually, nor collectively, represent serious concern. Management is encouraged to review these violations and to take corrective action, where such action has not already been initiated.

COMPLIANCE MANAGEMENT

The limited volume of violations identified during this examination reflects that an effective compliance program, including a system of internal procedures and controls, has been established. Recordkeeping systems and employee training are considered above average. Vice President and Compliance Officer Mary Smith is administering an effective program. Changes in consumer laws and regulations are promptly addressed in bank policies and procedures and deficiencies receive immediate corrective action. Support for the compliance program, which includes training, periodic audits, and legal services, is provided by the institution's holding company which includes training, periodic audits, and legal services.

COMMUNITY REINVESTMENT

The institution has satisfactorily performed under the CRA. The majority of the institution's loans originated since the previous evaluation were within the assessment area. Additionally, the distribution of loans by geographies and borrower income levels is consistent with the composition of the assessment area. The above three factors, along with the institution's acceptable level of lending activity, fully support the satisfactory rating. Refer to the CRA Performance Evaluation for a complete discussion of the institution's CRA accomplishments.

EXAMINER'S COMMENTS AND CONCLUSIONS	00000
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MEETING WITH MANAGEMENT

Examination findings were presented in a closing management meeting on March 26, 19XX. Management representatives included Chairman of the Board John Doe, President William Jones and Vice President and Compliance Officer Mary Smith. Representing the Federal Deposit Insurance Corporation were Examiners Kristen I. Apple and Daniel R. Ross. Discussion centered on the Summary of Violations presented to management and upon the bank's performance regarding the Community Reinvestment Act. Management was informed that the Summary of Violations pages were the official record of violations identified during the examination. The recommended composite ratings for compliance and Community Reinvestment were disclosed, and management was commended for the bank's continued strong compliance performance. Management was receptive to examiners comments and recommendations.

Examiner (Signature)	Regional Director (Signature)
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Summary of Violations		00000-0
IDENTIFICATION OF TRANSACTION OR EVENT	SECTION AND DESCRIPTION OF VIOLATION	

SUMMARY OF VIOLATIONS		00000-0
IDENTIFICATION OF TRANSACTION OR EVENT	SECTION AND DESCRIPTION OF VIOLATION	

SUBSTANTIVE VIOLATIONS

A critical violation, act, or omission that interferes with the fundamental purpose of the relevant law or regulation in relation to the institution.

None.

OTHER SIGNIFICANT VIOLATIONS

A violation, act, or omission, though not substantive, that interferes with the fundamental purpose of the relevant law or regulation in relation to the institution.

ELECTRONIC FUND TRANSFERS

Section 205.9(a)(3) of Regulation E requires a bank to describe on a terminal receipt the type of transfer and the type of the consumer's account to or from which the funds are transferred, and prohibits the use of codes that are not explained on the receipt to describe the type of transfer or the type of account(s). [285101]

Automated Teller Machine receipts provided by the bank's 12 ATM machines incorrectly describe credit card transactions as transfers to, or transfers from, a checking account. Examples are listed below:

<u>Name</u>	<u>Account #</u>	<u>Date</u>
Aims, Michael	123456	6-13-XX
Gull, James	789101	9-07-XX
Jones, Guenever	121314	1-19-XX

Vice President and Compliance Officer Smith stated that she was unaware of this error. During the examination, Vice President and Compliance Officer Smith stated that she would contact the bank's servicing company to correct this system-wide infraction.

REAL ESTATE SETTLEMENT PROCEDURES

Sections 3500.21(b) and 21(d) of Regulation X of the Department of Housing and Urban Development require the lender to deliver the disclosure statement relating to mortgage servicing to applicant(s) for

federally-related mortgage loans and for refinancings of mortgage loans subject to RESPA at the time of application or, if the application is not completed in person, to mail the disclosure by first-class postage within 3-business days of receipt. [144201]

Bank employees did not deliver the mortgage servicing disclosure statement at the time of application in three of ten originated real estate loans sampled. The disclosure statement was not given to the following:

Summary of Violations (Continued)		00000-0
IDENTIFICATION OF TRANSACTION OR EVENT	SECTION AND DESCRIPTION OF VIOLATION	

SUMMARY OF VIOLATIONS (Continued)		00000-0
IDENTIFICATION OF TRANSACTION OR EVENT	SECTION AND DESCRIPTION OF VIOLATION	

<u>Name</u>	<u>Date</u>	<u>Note #</u>	<u>Amount</u>	<u>Loan Type</u>
Schindel, James and Kirsten	03-02-XX	45677	80,000	Purchase
Brace, David and Lauren	07-06-XX	89101	65,000	Refinance
Johnson, Ryan and Erin	09-27-XX	12344	35,000	Home Improvement

Vice President and Compliance Officer Smith indicated these violations were attributable to oversight. However, she stated that additional training on the delivery of mortgage servicing disclosure statements would be conducted.

OTHER VIOLATIONS

Violations cited below are infrequent, sporadic or irregular deficiencies which neither individually or collectively represent serious concern for the financial institution but require corrective action where appropriate.

REAL ESTATE SETTLEMENT PROCEDURES

Scott, James and Barbara	Section 3500.7(a)
Application dated: 10/23/XX	The good faith estimate was not provided to the borrowers within three
Purpose: purchase primary residence	business days after receipt of the customers' written application. [130301]

Small, David and Kerri
Application date: 09/19/XX
Purpose: purchase primary residence

A review of ten loan files revealed two instances where disclosures were not provided. Management stated these violations were attributable to oversight.

Gimo, Mark and Margaret	3500.8(a)
Application date: 02/15/XX	The bank failed to provide the HUD-1 settlement statement.
Purpose: purchase residence	[132101]

Savvy, Steve and Teresa
Application date: 11/12/XX
Purpose: purchase residence

A review of ten loan files revealed two instances where disclosures were not provided. Management stated these errors were attributable to oversight.

Summary of Violations (Continued)		00000-0
IDENTIFICATION OF TRANSACTION OR EVENT	SECTION AND DESCRIPTION OF VIOLATION	

SUMMARY OF VIOLATIONS (Continued)		00000-0
IDENTIFICATION OF TRANSACTION OR EVENT	SECTION AND DESCRIPTION OF VIOLATION	

EXPEDITED FUNDS AVAILABILITY

Name/ Date of Hold Notice

Amount Deposited/ Amount of Held

Fields, Marshall/ 03-27-XX
\$2732.50/ \$2712.50

Section 229.10(c)(1)(vii)
Case-by-case hold notices provided to depositors did not indicate that the depositors were receiving \$100 or the aggregate amount deposited to all accounts on the next business day, whichever is less. [5007]

Taylor, Lord/ 04-25-XX
\$1767.75/ \$1767.75

A review of eight hold notices revealed two instances where customers were not allowed access to \$100. These violations were random in nature and attributable to teller oversight.

EQUAL CREDIT OPPORTUNITY

Kooster, Larry and Belinda
Application date: 11/12/XX
Purpose: purchase residence

Section 202.5a(a)(2)(I)
Notice of the right to receive a copy of the appraisal was not provided to the applicants. [333501]

Knight, Gerald and Patricia
Application date: 07/16/XX
Purpose: purchase residence

A review of ten loan files revealed two instances where the appraisal notice was not provided. Management stated these were oversights.

SUMMARY OF VIOLATIONS (Continued)	
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IDENTIFICATION OF TRANSACTION OR EVENT	SECTION AND DESCRIPTION OF VIOLATION
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FAIR HOUSING

Lobby of Main Office	Section 338.4 of FDIC regulations requires banks to display the Equal Housing Lender Poster, which conforms to size and text specifications, in lobby areas where deposits are received or loans covered by the Act are made. [353101]
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The Equal Housing Lender Poster was not on display during the examination. Management stated they had just completed some major renovations to the lobby of the bank's main office and the poster was inadvertently misplaced. During the examination, a new poster was obtained and properly displayed.

I do hereby acknowledge receipt of a copy of this document.

Examiner Kristen I. Apple discussed with me in detail the apparent violations cited herein.
(Signature)

<u>William Jones</u> Officer's name and title	<u>William Jones 3-26-XX</u> Officer's signature and date
<u>Anytown Bank</u> Institution's name	<u>Anytown, Anystate</u> City/State

COMPLIANCE - SUPERVISORY SECTION					00000			
BANK NAME Anytown Bank								
CITY Anytown			STATE Anystate		TOTAL ASSETS (000s) 97,000			
REGION Anytown	FIELD OFFICE Anytown		NO. OF OFFICES 2		OFFICES EXAMINED 1			
CURRENT EXAMINATION DATE 02-12-XX	EXAMINATION STARTED TIME DATE 8:00AM 02-12-XX		EXAMINATION COMPLETED TIME DATE 4:30PM 03-29-XX		LAST COMPLIANCE EXAMINATION DATE 03-18-XX			
RATINGS:								
CURRENT COMPLIANCE 1-1-1/1			LAST COMPLIANCE 1-2-1/1					
CURRENT CRA Satisfactory			LAST CRA Satisfactory					
WORKING HOURS					GG	IN	OUT	TOTAL
EXAMINER-IN-CHARGE:		Apple, Kristen I.			12	92	104	196
OTHER EXAMINATION STAFF:		Ross, Daniel R.			12	24		24
		Smart, U. R.			11	50	27	77
		New, Brandon E.			11	66	8	74
								0
								0
TOTAL HOURS					232	139	371	

COMMENTS

CRA Performance Levels are as follows:

Lending Test

-Loan-to-deposit-ratio

-Ascertainment area(s) concentration

-Geographic distribution of loans

-Borrowers's profile

-Response to CRA complaints

Satisfactory

-Meets standards

-Meets standards

-Meets standards

-Meets standards

-No complaints received

Investment and Services

N/A

President William Jones confirmed that the institution did not ask to be considered for an "Outstanding" CRA rating, therefore, investment and services were not reviewed. "Small Bank" CRA examination procedures were used.

Bank of Anytown is a subsidiary of Anytown Bank Corporation, Anytown, Anystate, a one-bank holding company. No major changes in management have occurred since the last examination. President Jones has been employed by the institution for 25 years and is responsible for managing the daily operations.

Vice President and Compliance Officer Mary Smith is responsible for ensuring that the institution is in compliance with various consumer protection and fair lending laws and regulations in both operations and the lending areas and is also responsible for CRA. Management is knowledgeable and capable of administering effective compliance and CRA programs.

Fair Lending Review

A full review of the institution's compliance with fair lending was performed. A review of the 19XX and 19XX HMDA LARs revealed a high denial rate for Hispanics. To determine if disparate treatment occurred, a comparative loan file analysis was performed. The target group was Hispanics denied applications and the control group was white applicants. A total of XX files for the target group and XX for the control group were reviewed. No evidence of disparate treatment was noted.

No consumer complaints were received since the prior examination.

Future examinations

This examination was conducted concurrently with the safety and soundness examination. President Jones stated that the institution prefers concurrent examinations. The branch hours are from 9:00 am to 3:00 pm Monday through Friday. Arrangements should be made prior to the commencement of the examination for an 8:00 am start.

The following Community Contacts were conducted during the examination:

Ms. Helen Ball
Urban Action Group
19245 Grant Street
Anytown, Anystate 12345
123-456-7891

Mr. James Hammer
City Planning Commission of Anytown
200 Main Street
Anytown, Anystate 12345
123-567-8910

FDIC COMPLIANCE DATA ENTRY FORM

The hard-copy Data Entry Form has been replaced by an automated Lotus form.

Access the Data Entry Form through the automated Compliance Report of Examination Menu. It is located under item 6, Upload Menu.

PART VII: REPORT FORMAT	BANK OF ANYTOWN REPORT SUMMARY FORMAT	
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FDIC 6410/12 (12-93) A.3